



MINUTES OF DECEMBER 15, 2015
**REGULAR STUDY SESSION MEETING OF THE COVINA CITY COUNCIL/
SUCCESSOR AGENCY TO THE COVINA REDEVELOPMENT AGENCY/COVINA
PUBLIC FINANCING AUTHORITY/COVINA HOUSING AUTHORITY/FINANCE
ADVISORY COMMITTEE HELD IN THE COMMUNITY ROOM OF COVINA
PUBLIC LIBRARY, 234 NORTH SECOND AVENUE, COVINA, CALIFORNIA**

CALL TO ORDER

Mayor King called the Council/Agency/Authority/Finance Advisory Committee meeting to order at 5:19 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Allen.

ROLL CALL

Council Members Present: Walter Allen III, Peggy A. Delach, Jorge Marquez, Mayor Pro Tem Vice-Chair Kevin Stapleton, and Mayor/Chair John C. King

Council Members Absent: None

Elected Members Present: City Treasurer Geoffrey Cobbett and City Clerk Mary Lou Walczak

Finance Advisory Committee Members Present: Claudia Casasola, Mark Cook, Kay Manning, Vice-Chair Geoff Cobbett, and Chair Richard Jett.

Finance Advisory Committee Members Absent: Diane Fonseca and Thomas Melendrez.

Staff Members Present: City Manager Andrea M. Miller, City Attorney Craig Fox, Police Chief Kim Raney, Public Works Director Siobhan Foster, Community Development Director Brian Lee, Human Resources Director Danielle Tellez, Parks and Recreation/Library Director Amy Hall-McGrade, Interim Finance Director John Michicoff, Community Relations Supervisor Melody Hynes, GIS Technician James Knox, and Chief Deputy City Clerk Sharon F. Clark.

PUBLIC COMMENTS

Member of the public Bill Robertson commented on termite treatment for the Joslyn Center.

COUNCIL/AGENCY/AUTHORITY COMMENTS – None.

CITY MANAGER COMMENTS

City Manager Miller introduced Attorney Craig Fox who was attending the meeting on behalf of City Attorney Candice K. Lee.

NEW BUSINESS

NB 1. Report on Research Findings for Relocation of Senior Programming.

The staff report was presented by Parks and Recreation/Library Director Hall-McGrade who explained that relocation is necessary prior to El Niño rains for the safety of the seniors, and reported on the results of the search for a temporary relocation site for up to three years for senior programming. After assessment of 26 possible locations, the two facilities that emerged as viable options were the Brunswick Covina Bowl site, for which the cost proved prohibitive, and the Valleydale Park Community Center located on Arrow Highway in Azusa, which staff has determined is the best option due to its proximity to the Joslyn Center, minimal cost, and willingness of the County of Los Angeles to work cooperatively with the City.

City Manager Miller stated that she has communicated to the County that Covina is in need of \$6.5 million for a new senior center and that it would help Covina to have minimal expense at Valleydale.

Parks and Recreation/Library Director Hall-McGrade explained that the County had provided a draft agreement which City staff had requested changes to and returned to the County. When received back, the agreement will be routed to the City Attorney for review, and the County has indicated it can move quickly on this matter. Valleydale has already begun renovations in anticipation of the agreement.

Community Relations Supervisor Hynes explained that no programming will be eliminated; however, two programs will be moved to the recreational hall and billiards will be moved to either a site in Azusa or the City's duplicating room. She said that the seniors are being very patient, understand that the City is acting in their best interests, and are aware that Valleydale is being considered. She added that Saturday access would be available at Valleydale which may allow for new programming.

Council discussion included which days current programming encompasses, the effect of Valleydale's after-school program on accessibility for Covina seniors, how employees would be affected, the installation of computers and phone lines at Valleydale, funding sources, and how long the process will take.

City Manager Miller explained that the estimated cost for a new senior center is \$6.5 million for a 10,000 - 11,000 square-foot building; the goal is a two-year timeframe; that moving ahead with the design phase gives the City time to secure \$6.5 million in grant-funding from sources already identified; and that \$5000 in funding has been received from Sage Chevrolet.

Council discussion continued on soliciting support from the business community with the hope of securing \$1.5 million in seed money; the possibility of Valleydale being a permanent location with Barranca Park being used for a different purpose; the importance of keeping the promise the City made to seniors to rebuild the Joslyn Center; seniors having a place to be out of the summer heat; and commendations to staff for a job well-done on the analysis.

City Manager Miller commented on the importance of developing and retaining a vital partnership with the County.

Public Works Director Foster gave an update that a Request for Proposals had been issued on November 10, 2015, for the initial phase of the project with seven quality proposals received; the award of contract is anticipated to be presented for Council's consideration at the January 19, 2016, Council meeting; the Notice to Proceed is expected to be issued in February 2016; and the design phase to be completed in May 2016.

City Manager Miller solicited Council direction to continue negotiating with the County. There was a consensus of the Council to move forward.

NB 2. City of Covina Economic Development Action Plan.

City Manager Miller introduced the topic, explaining that it had originated from the strategic-planning session.

A PowerPoint presentation was presented by Economic Development Consultant Barry Foster, who identified six "Focus Areas of Opportunity" as follows:

- Downtown Covina;
- Azusa Avenue;
- Citrus Avenue;
- Grand Avenue;
- Medical and Healthcare, Office, R&D and Light Industrial/Manufacturing; and,
- Higher Education.

Consultant Foster identified the City's strengths/opportunities and weaknesses/challenges related to economic development, gave examples of business candidates that would fit well in Covina, and provided suggestions for better use of existing space.

Discussion included ways to motivate property owners with empty and/or run-down properties to revitalize their buildings and find tenants for their properties that would benefit the Covina business climate and community. Suggestions included bringing in developers who would attract the property owners, incentives for owners, writing development standards and zoning codes for better economic viability, streamlining the approval process by providing approvals at a lower level, soliciting ideas and feedback from key stakeholders, developing technology so plan checks and other steps can be done online, a business visitation program, and meeting with major employers once a year.

City Manager Miller explained that the goal, after receiving input from various sources, is to bring the matter back to Council at a study session so Council can address the comments received, and that the information would be presented to city commissions and the community as well.

Member of the public Bill Robertson suggested tapping Mount San Antonio College for bond money.

In response to an inquiry from Mayor King, City Attorney Fox confirmed that the Closed Session portion of tonight's regular meeting scheduled for 6:30 p.m. could be moved to after the Open Session portion of the meeting which begins at 7:30 p.m.

NB 3. Utility Users Tax.

City Manager Miller introduced the topic, explaining that loss of the Utility Users Tax (UUT) would be devastating to the City budget.

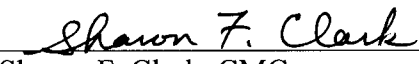
The staff report was presented by Interim Finance Director Michicoff who reported that without the UUT, \$5.2 million could be lost which would affect basic services.

Discussion included putting the UUT on a ballot at the earliest opportunity so if it doesn't pass, it can be presented on a subsequent ballot before its expiration; the pros and cons of getting fire services included on parcel taxes so the City doesn't need the UUT any longer; the importance of having proponents for the UUT other than the Council members; going ahead with the UUT while the City continues to try to get into the Fire District; decreasing the UUT from 6% to 5% but including another utility; and a request for the Finance Committee to report back to Council with their suggestions at a study session meeting.

ADJOURNMENT

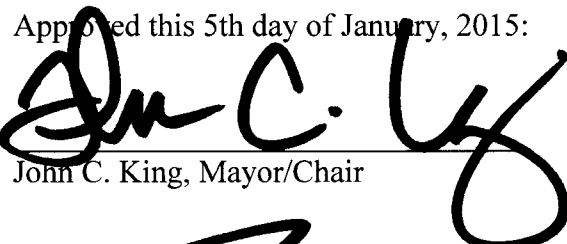
At 7:20 p.m., the meeting of the Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Finance Authority/Covina Housing Authority/Finance Advisory Committee was adjourned to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, December 15, 2015, at 7:30 p.m. for open session, with closed session to follow, inside the Council Chamber, 125 East College Street, Covina, California, 91723.

Respectfully Submitted:



Sharon F. Clark, CMC
Chief Deputy City Clerk

Approved this 5th day of January, 2015:



John C. King, Mayor/Chair

